संख्या ए-2-1637/दस--14(1)-75

प्रेषक

श्री राज कुमार भार्गव,
विशेष सचिव,
उत्तर प्रदेश शासन,

सेवा में

समस्त विभागाध्यक्ष तथा कार्यालयों के प्रमुख अधिकारी,
उत्तर प्रदेश।

लखनऊ, दिनांक 26 जन, 1975।

विषय--वित्तीय अधिकारों का प्रतिनिधान।

महोदय,

वित्त (लेखा) अनुभाग--2

मुझे यह कहने का निदेश हुआ है कि राज्यपाल महोदय, अनुलग्नक में उल्लिखित वित्तीय अधिकार उनके समक्ष अंकित प्राधिकारियों को प्रतिनिहित करते हैं।

2--उक्त प्रतिनिधान तात्कालिक प्रभाव से लागू होंगे और जो मदें अनुलग्नक में सम्मिलित हैं, उनके बारे में जो पहिले प्रतिनिधान किये गये हैं, निरस्त समझे जायेंगे।

3--उक्त प्रतिनिधान के प्रयोग करने में शासन द्वारा समय-समय पर जारी किये गये प्रक्रिया सम्बन्धी एवं अन्य अनुदेशों का अनुपालन किया जाता रहेगा जैसे कि मितव्ययिता संबंधी सामान्य अनुदेश, पदों के सृजन पर प्रतिबन्ध, रिक्तियों के भरने पर प्रतिबन्ध तथा नये भवनों के निर्माण पर प्रतिबन्ध आदि।

4--फाइनेन्शियल हैन्डबुक वाल्यूम-1 तथा वाल्यूम-5, भाग-1 में आवश्यक संशोधन यथा समय किये जायेंगे।

भवदीय,
राज कुमार भार्गव,
विशेष सचिव।

संख्या ए-2-1637 (1)/दस--14 (1)-75, तद्दिनांक

प्रतिलिपि निम्नलिखित को सूचनार्थ प्रेषित:--

(1) सचिवालय के समस्त अनुभाग।
(2) महालेखाकार, उत्तर प्रदेश, इलाहाबाद।

आज्ञा से,
गोपाल प्रसाद अग्रवाल,
उप सचिव।

Serial no.	Nature of power	By whom exercised	Limitations
1	2	3	4
1	Declaring an officer as : (1) Head of Department	Administative Department.	Full powers subject to observance of the following conditions : (a) The officer should be the head of an identifiable organisation. (b) He should be a Regional or Zone level officer with pay scale maximum of which is not less than Rs. 1,450.

Serial no.	Nature of power	By whom exercised	Limitations
1	2	3	4
			(c) Orders will be issued with the consultation of the Personnel Department.
	(2) Head of office in a district	Administrative Department.	Full powers subject to consultation with the Personnel Department.
2	Redelegation of powers to subordinate authorities.	Ditto	To redelegate to any subordinate authority powers up to the limit of those vested in the Department itself, in respect of all matters except the following, *viz.* : —creation of posts. —write off of losses. —reappropriation exceeding 10 per cent of the original budget provision relating to the head concerned (except that relating to P.O.L. and telephones).
3	Reappropriating funds to cover excess of expenditure over authorized limit provided savings are available elsewhere under appropriate works head.	Ditto	To re-appropriate funds to cover excess of expenditure over authorized limits up to 15 per cent generally and 10 per-cent per year where excess is due to increase in prices, provided savings are available else where under appropriate works heads.
4	To sanction creation of temporary gazetted posts in all sections, branches and levels of their Departments for a period not exceeding one ear.	Ditto	Full power to create posts carrying pay scale not exceeding Rs. 1,250 p. m. subject to availability of funds and further subject to removal of ban on creation of new posts without approval by the Cabinet.
5	Normal powers for incurring contingent expenditure.	Ditto	Recurring—Full powers, within the budget allotment. Non-recurring—Full powers, within the budget allotment.
		Heads of Departments.	Recurring—Rs. 2,000 Non-recurring—Rs. 20,000.
		Heads of Offices	Recurring—Rs. 100 in each case. Non-recurring—Rs. 500 in each case.
			NOTE—The general conditions laid down in G. O. no. A-2-2648—14(11)-71, dated November 2, 1972 and G. O. no. A-2--1702--I/X—14(30)-73, dated August 25, 1 973, should be observed.

Serial no.	Nature of power	By whom exercised	Limitations
1	2	3	4
6	Sanctioning payment of demurrage.	Administrative Department.	Full powers.
		Heads of Departments.	Full powers. Each case exceeding Rs. 250 to be reported to the Administrative Department.
		Heads of Offices	Normal powers as per contingent expenditure. Each case exceeding Rs. 250 should be reported to the Administrative Department.
7	Irrecoverable losses of stores or of public money (including loss of stamps)—write off.	Administrative Department.	Up to Rs. 10,000.
		Heads of Departments.	Up to Rs. 5,000.
8	Loss of revenue or irrecoverable loans and advance—write off.	Administrative Department.	Up to Rs. 10,000. With the concurrence of Finance Department—Rs. 10,000 to Rs. 25,000.
		Heads of Departments.	Up to Rs. 5,000 subject to intimation to the Administrative Department.
9	Deficiencies and Depreciation in the value of stores (other then motor vehicle or motor cycle) included in the stock and other accounts—write off.	Administrative Department.	Rs. 2,500 to Rs. 10,000. With the concurrence of Finance Department—Rs. 10,000 to Rs. 25,000.
		Heads of Departments.	Up to Rs. 2,500 subject to intimation to Administrative Department.
10	Sale or dismantlement of a public building.	Administrative Department.	Up to Rs. 10,000 With the concurrence of Finance Department—Rs. 10,000 to Rs. 25,000.
11	Declaring Heads of Departments for purpose of F. Rs. and S. Rs.	Ditto	(1) Full powers subject to the observance of the following conditions : (*a*) The officer should be the Head of an identifiable organisation; (*b*) He should be a Regional or Zone Level officer with pay scale maximum of which is not less than Rs. 1,450. (*c*) Orders will be issued with the consultation of the Personnel Department.